



## FEDERAL COMMUNICATIONS COMMISSION

[FR ID 41735]

### Privacy Act of 1974; System of Records

**AGENCY:** Federal Communications Commission.

**ACTION:** Notice of a new system of records.

**SUMMARY:** The Federal Communications Commission (FCC, Commission, or Agency) proposes to add a new system of records, IB-1, International Bureau Filing System, subject to the Privacy Act of 1974, as amended. This action is necessary to meet the requirements of the Privacy Act to publish in the

**Federal Register** notice of the existence and character of records maintained by the Agency. The Commission uses the information in this system to regulate and process applications for authorizations and licenses, as well as to enforce FCC regulations and the Communications Act of 1934, as amended.

**DATES:** This system of records will become effective on [INSERT DATE OF PUBLICATION IN THE FEDERAL REGISTER]. Written comments on the routine uses are due by [INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]. The routine uses will become effective on [INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER], unless written comments are received that require a contrary determination.

**ADDRESSES:** Send comments to Margaret Drake, at [privacy@fcc.gov](mailto:privacy@fcc.gov), or at Federal Communications Commission (FCC), 45 L Street, NE, Washington, D.C. 20554 at (202) 418-1707.

**FOR FURTHER INFORMATION CONTACT:** Margaret Drake, (202) 418-1707, or [privacy@fcc.gov](mailto:privacy@fcc.gov) (and to obtain a copy of the Narrative Statement and the Supplementary Document, which includes details of the modifications to this system of records).

### SYSTEM NAME AND NUMBER:

**IB-1, INTERNATIONAL BUREAU FILING SYSTEM**

### SECURITY CLASSIFICATION:

Unclassified.

### SYSTEM LOCATION:

Federal Communications Commission (FCC), 45 L Street, NE, Washington, DC, 20554.

**SYSTEM MANAGER(S):**

International Bureau, FCC.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

47 U.S.C. 34, 214, 307, 309, 310, 319, 325, and 332; Executive Order 10530 (May 10, 1954); 47 C.F.R. 1.767, 1.768, 1.10000-1.10018, 1.5000-1.5004, 63.09-63.702 and parts 25 and 73 subparts F and H.

**PURPOSES:**

The International Bureau Filing System (IBFS) is utilized by the FCC to regulate and process applications and other filings involving authorizations, permits, and licenses, as well as to enforce FCC regulations and the Communications Act of 1934.

**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Individuals who have an interest in or are otherwise connected to FCC authorizations, permits, and licenses, including those who submit filings connected with these FCC processes.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

FCC Registration Number (FRN), name, address, phone number, email address, citizenship, and ownership interests, financial information, and other information relevant to a filing, or an application for or regulation of authorization or license.

**RECORD SOURCE CATEGORIES:**

Information in this system is provided by individuals, government agencies, or businesses, and from other FCC systems.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, all or a portion of the records or information contained in this system may be disclosed to authorized entities, as is determined to be relevant and necessary, outside the FCC as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows.

1. Public Access – Application, authorization, and licensee records, including attachments, petitions, comments, and other filings, will be publicly available except for material that is afforded confidential treatment, in accordance with section 0.459 the FCC's rules. Even if afforded

confidential treatment, confidential information may be shared with relevant parties to an application pursuant to a Protective Order issued by the FCC. Information filed with a request for confidentiality may be disclosed to other Federal government agencies pursuant to 47 CFR 0.442.

Names and other information about individuals connected to authorizations, permits, and licenses, including those who submit filings, may be disclosed to the public in Public Notices, Orders, Letters, requests for information, or other documents the Commission or an FCC Bureau or Office publishes as part of its duties to enforce the provisions of the Communications Act and the rules promulgated thereunder.

2. Due Diligence – To an FCC Bureau or Office or another government agency, or representative thereof, for purposes of obtaining information so long as it is relevant to the regulation of a license, authorization, or permit or a pending transaction of an FCC-issued license, authorization, or permit.
3. Debt Collection – To the Department of Treasury, State government, or a debt collection agency to collect a claim owed to the FCC.
4. Adjudication and Litigation – To disclose to the Department of Justice (DOJ), or to other administrative or adjudicative bodies before which the FCC is authorized to appear, when: (a) the FCC or any component thereof; or (b) any employee of the FCC in his or her official capacity; or (c) any employee of the FCC in his or her individual capacity where the DOJ or the FCC have agreed to represent the employee; or (d) the United States is a party to litigation or has an interest in such litigation, and the use of such records by the DOJ or the FCC is deemed by the FCC to be relevant and necessary to the litigation.
5. Law Enforcement and Investigation—To disclose pertinent information to the appropriate Federal, State, local, tribal agency, or component of an agency, such as the FCC's Enforcement Bureau, responsible for investigating, prosecuting, enforcing, or implementing a statute, rule, regulation, or order, where the FCC becomes aware of an indication of a violation or potential violation of civil or criminal law or regulation.
6. Congressional Inquiries – To provide information to a Congressional office from the record of an individual in response to an inquiry from that Congressional office made at the written request of that individual.

7. Government-wide Program Management and Oversight – To provide information to the Department of Justice (DOJ) to obtain that department’s advice regarding disclosure obligations under the Freedom of Information Act; or to the Office of Management and Budget (OMB) to obtain that office’s advice regarding obligations under the Privacy Act.
8. Breach Notification – To appropriate agencies, entities, and persons when: (a) the Commission suspects or has confirmed that there has been a breach of PII maintained in the system of records; (b) the Commission has determined that as a result of the suspected or confirmed breach there is a risk of harm to individuals, the Commission (including its information system, programs, and operations), the Federal Government, or national security; and; and (c) the disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with the Commission’s efforts to respond to the suspected or confirmed breach or to prevent, minimize, or remedy such harm.
9. Assistance to Federal Agencies and Entities – To another Federal agency or Federal entity, when the Commission determines that information from this system is reasonably necessary to assist the recipient agency or entity in: (a) responding to a suspected or confirmed breach or (b) preventing, minimizing, or remedying the risk of harm to individuals, the recipient agency or entity (including its information systems, program, and operations), the Federal Government, or national security, resulting from a suspected or confirmed breach.
10. Non-Federal Personnel – To disclose information to non-federal personnel, including contractors, who have been engaged to assist the FCC in the performance of a contract service, grant, cooperative agreement, or other activity related to this system of records and who need to have access to the records in order to perform their activity.

In each of these cases, the FCC will determine whether disclosure of the records is compatible with the purpose for which the records were collected.

#### **REPORTING TO A CONSUMER REPORTING AGENCIES:**

In addition to the routine uses cited above, the Commission may share information from this system of records with a consumer reporting agency regarding an individual who has not paid a valid and overdue debt owed to the Commission, following the procedures set out in the Debt Collection Act, 31 U.S.C. 3711(e).

**POLICIES AND PRACTICES FOR STORAGE OF RECORDS:**

This an electronic system of records that resides on the FCC's network.

**POLICIES AND PRACTICES FOR RETRIEVAL OF RECORDS:**

Records in this system of records can be retrieved by any category field, e.g., name or email address.

**POLICIES AND PRACTICES FOR RETENTION AND DISPOSAL:**

The information in this system is maintained and disposed of in accordance with the National Archives and Records Administration (NARA) Records Schedule N1-173-11-007.

**ADMINISTRATIVE, TECHNICAL, AND PHYSICAL SAFEGUARDS:**

The electronic records, files, and data are stored within FCC's accreditation boundaries and maintained in a database housed in the FCC's computer network databases. Access to the electronic files is restricted to authorized employees and contractors; and to IT staff, contractors, and vendors who maintain the IT networks and services. Other employees and contractors may be granted access on a need-to-know basis.

The electronic files and records are protected by the FCC privacy safeguards, a comprehensive and dynamic set of IT safety and security protocols and features that are designed to meet all Federal privacy standards, including those required by the Federal Information Security Modernization Act of 2014 (FISMA), the Office of Management and Budget (OMB), and the National Institute of Standards and Technology (NIST).

**RECORD ACCESS PROCEDURES:**

Individuals wishing to request access to and/or amendment of records about themselves should follow the Notification Procedure below.

**CONTESTING RECORD PROCEDURES:** Individuals wishing to request access to and/or amendment of records about themselves should follow the Notification Procedure below.

**NOTIFICATION PROCEDURE:**

Individuals wishing to determine whether this system of records contains information about themselves may do so by writing [Privacy@fcc.gov](mailto:Privacy@fcc.gov). Individuals requesting access must also comply with the FCC's Privacy Act regulations regarding verification of identity to gain access to records as required under 47 CFR part 0, subpart E.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

**HISTORY:**

This is a new system of records.

Federal Communications Commission.

**Katura Jackson,**

*Federal Register Liaison Officer.*

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